

# Consumer Confidence Report Rule

## Quick Reference Sheet for State Review of CCRs

6/10/99

### Report Delivery and Recordkeeping Requirements

#### Submission of the CCR to the Public and the Primacy Agency

- ☐ Did the system send a copy of the **CCR** to the Primacy Agency by the delivery date?

#### CCR Certification Delivery Deadline

- ☐ Did the system send a completed **CCR Certification** to the Primacy Agency by the deadline?

#### CCR Certification Content

- ☐ Did the CCR Certification contain the 2 required elements shown below:
- ☐ 1. The information contained in the report was correct and consistent with compliance monitoring data previously submitted to the primacy agency.
  - ☐ 2. The CCR was distributed to customers by mail or other direct delivery method (and the alternative method was indicated).
- ☐ If the Primacy Agency required additional information review the following:
- ☐ "Good Faith" efforts were made to reach non-bill paying customers and the following methods were used as applicable (indicate all that apply):

<input type="checkbox"/> Posting on the Internet	<input type="checkbox"/> Posting in public places
<input type="checkbox"/> Newspaper publication of CCR or availability	<input type="checkbox"/> Availability publicized in media
<input type="checkbox"/> Mailing the CCR to postal patrons	<input type="checkbox"/> Other appropriate method
<input type="checkbox"/> Distribution to community organizations	
  - ☐ The system delivered the CCR to other agencies as prescribed by the primacy agency.
  - ☐ The system has made the CCR available to the public upon request.
  - ☐ The system posted the CCR on the Internet (required if the system serves 100,000 or more persons).
  - ☐ For CWSs serving fewer than 10,000 persons that have a mailing waiver:
    - ☐ The CCR was published in at least one local newspaper.
    - ☐ Customers were notified the CCR will not be mailed.
    - ☐ The CCR is available to the public upon request.
  - ☐ For CWSs serving fewer than 500 persons that have a mailing waiver:
    - ☐ Notice was provided to customers that the CCR is available upon request.

#### Delivery Dates

CCR to customers, the primacy agency and other specified agencies by October 19, 1999 for the first CCR and July 1 thereafter for subsequent reports.

Certification to the primacy agency by January 19, 2000 for the first CCR and October 1 thereafter for subsequent certifications.

# Minimum Content and Format Requirements of the CCR

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## Minimum Content Requirements

- ☐ Required water system information.
  - ☐ System contact number for additional information.
  - ☐ Information for non-English speaking populations about importance of CCR, as required by the primacy agency.
  - ☐ Information on public participation opportunities (e.g. dates and times of public meetings).
- ☐ Information on sources of water.
  - ☐ Type of water.
  - ☐ Commonly-used names and location of water source(s).
  - ☐ Information on obtaining a copy of source water assessment, if completed.
  - ☐ A brief summary of the system's susceptibility to potential sources of contamination.
- ☐ Required definitions.
  - ☐ MCL and MCLG for all systems.
  - ☐ TT, AL, Variances and Exemptions, if applicable.
- ☐ Appropriate data set for detected contaminants.
  - ☐ Data for the previous calendar year and the most recent sampling (up to five years old) of contaminants monitored less frequently than once per year.
- ☐ Reporting levels of all **detected** contaminants subject to mandatory monitoring including regulated contaminants; unregulated contaminants, and DBPs and microbial contaminants in finished water (except *Cryptosporidium*).
  - ☐ Highest contaminant level used to determine compliance (expressed in the same units as the MCL).
  - ☐ MCL (reported as a number equal to or greater than 1).
  - ☐ MCLG (reported in the same units as the MCL).
  - ☐ Corresponding TT, or AL, as appropriate.
  - ☐ Range of levels found if compliance is based on an average concentration.
  - ☐ Average and range of unregulated contaminants.
  - ☐ Description of likely source(s) of detected contaminants.
- ☐ For any violations of a National Primary Drinking Water Regulation (NPDWR) (includes MCL's, filtration and disinfection, lead and copper action levels, etc.).
  - ☐ A clear indication of the violation of the standard.
  - ☐ The length of the violation.
  - ☐ Potential health effects.
  - ☐ Actions taken by the system to correct the violation.
- ☐ Any monitoring data and language for turbidity, lead and/or copper, total coliforms, and fecal coliform or *e. coli* (for systems that test for *e. coli* instead of fecal coliform).
- ☐ Information on *Cryptosporidium*, and radon.
  - ☐ For *Cryptosporidium*, a summary of the results and an explanation of their significance.
  - ☐ For Radon, the results of monitoring and an explanation of their significance.
- ☐ Additional Health Information.
  - ☐ Explanation of contaminants in drinking water, including bottled water.
  - ☐ Explanation of the vulnerability of immuno-compromised populations (i.e. cancer patients, people with HIV/Aids or other immune system disorders) to drinking water contaminants.
  - ☐ Educational statements for arsenic, nitrate, and lead when these contaminants are detected under conditions specified in the rule.
- ☐ Required information if CWS is operating under a variance or exemption.
  - ☐ Explanation of variance or exemption.
  - ☐ Reasons for and dates of issue.
  - ☐ Notice of public opportunity for public input in the review.

## Minimum Format Requirements

- ☐ Data for detected contaminants must be displayed in a table or several adjacent tables.
- ☐ Additional monitoring results must be displayed separately from the detected contaminant tables.

# Consumer Confidence Report Rule

## Quick Reference Sheet for Preparation and Review of CCRs

6/10/99

### Monitoring Data and Compliance Information Required for CCRs

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#### ☐ System-Specific Data Set to Review for Required Information

- ☐ Data for the previous calendar year for contaminants monitored at least once per year.
- ☐ The most recent results (up to five years old) for contaminants monitored less than once per year.
- ☐ Compliance data for public notice, variance or exemption information.
- ☐ Source Water Assessment summary, if completed.
- ☐ All data organized by multiple hydraulically independent distribution systems that are fed by different sources *if the system elects to present the data by source and related service area.*

#### ☐ Compliance Status Required for All Systems

- ☐ Treatment Technique Violations, MCL Violations, or Other Violations of National Primary Drinking Water Regulations (*including monitoring and reporting compliance data, filtration and disinfection requirements, lead and copper control requirements, recordkeeping of compliance data and special monitoring requirements*).
  - \_\_\_\_\_ Monitoring data used to determine compliance.
  - \_\_\_\_\_ The length of each violation.
  - \_\_\_\_\_ A clear and readily understandable explanation of the violation.
  - \_\_\_\_\_ Potential adverse health effects using mandatory language.
  - \_\_\_\_\_ Actions taken by the system to address the violation.
- ☐ Requirements for Systems Operating under a Variance or Exemption
  - \_\_\_\_\_ Explanation of the variance or exemption.
  - \_\_\_\_\_ Date of issuance of the variance or exemption.
  - \_\_\_\_\_ Reasons for issuance of the variance or exemption.
  - \_\_\_\_\_ Notices of public opportunity for input in the review or renewal of the variance or exemption.
- ☐ Additional State-Specific Requirements (As Applicable)
  - \_\_\_\_\_ Fluoridation
  - \_\_\_\_\_ Mandatory Disinfection of Ground Water
  - \_\_\_\_\_ Operating Without a Certified Operator
  - \_\_\_\_\_ Other \_\_\_\_\_

#### ☐ Monitoring Results Required for All Systems

- ☐ Total Coliform
  - \_\_\_\_\_ For systems collecting fewer than 40 samples per month, the highest monthly number of positive samples.
  - \_\_\_\_\_ For systems collecting 40 or more samples per month, the highest monthly percentage of positive samples.
- ☐ Fecal Coliform - The total number of positive samples.
- ☐ **Detected** Regulated Inorganic and Organic Contaminant Results
  - \_\_\_\_\_ When compliance is determined *annually or less frequently*, (e.g., many organic and inorganic chemicals) report the highest contaminant level detected at any sample point used to determine compliance with the MCL and also report the range of detected levels.
  - \_\_\_\_\_ When compliance is determined by *calculating the running annual average* of all samples taken at a sampling point (e.g., arsenic, nitrate), report the highest average of any of the sampling points and the range of all sampling points.
  - \_\_\_\_\_ When compliance is determined on a *system-wide basis by calculating a running annual average* of all samples at all sampling points (e.g., TTHMs), report the average and range detected.
- ☐ Lead and Copper Rule
  - \_\_\_\_\_ The 90<sup>th</sup> percentile value of the most recent round of sampling and the number of sampling sites

\_\_\_\_\_ exceeding the action level.

\_\_\_\_\_ The number of sampling sites exceeding the action level.

\_\_\_\_\_ Lead values and informational statement if more than 5% but fewer than 10% of the homes sampled exceed the action level and 20 or more samples were collected.

- ☐ Detected Unregulated Contaminants for Which Monitoring is Required (such as unregulated organic chemical contaminants, but excluding *Cryptosporidium* monitoring required by the ICR)

\_\_\_\_\_ The average and range at which the contaminant was detected.

- ☐ Radiological Contaminants

\_\_\_\_\_ Regulated contaminants (radium-226, radium-228, gross alpha, and beta particle and photon radioactivity) when detected at levels above the minimum detection limit.

\_\_\_\_\_ Radon, if detected, include the results of the monitoring and an explanation of the significance of the results.

- ☐ Monitoring Results for Other Contaminants

\_\_\_\_\_ *Cryptosporidium*, if detected in the source water or finished water, include a summary of the results of the monitoring and an explanation of the results of the monitoring.

\_\_\_\_\_ Results for *Giardia* and/or viruses only if found in finished water through ICR monitoring.

\_\_\_\_\_ Detected chemical contaminants for which monitoring is not mandated (e.g. MTBE).

- ☐ The Likely Sources of Detected Contaminants to the Best of the Water System's Knowledge

☐ **Turbidity Monitoring Results Required for Systems Using Surface Water or GWUDISW**

- ☐ Unfiltered Surface Water Required to Install Filtration.

\_\_\_\_\_ The highest average monthly turbidity value.

- ☐ Unfiltered Surface Water Meeting Filtration Avoidance Criteria.

\_\_\_\_\_ The highest monthly turbidity value.

- ☐ Filtered Surface Water

\_\_\_\_\_ The highest single turbidity measurement and the lowest monthly percentage of samples meeting the appropriate turbidity limits.

☐ **Disinfection Byproducts**

- ☐ If system serves over 10,000 population and is in compliance with the current MCL of 100 ppb for TTHM's, but exceeds 80 ppb TTHMs, health effects language must be included.

☐ **Source Water Assessment Information, If Completed.**

- ☐ Information on obtaining a copy of the source water assessment, if completed.

- ☐ A brief summary of the system's susceptibility to potential sources of contamination.